

## Remember . . .

You have the power to make Early Intervention work for you and your family.

It is important for you to be part of the EI team and to share your concerns and priorities. Your service coordinator, parent consultant, and program director are ready to help if you have any questions.

*The Early Intervention Program is authorized under Part C of the Individuals with Disabilities Education Act (IDEA).*

*Rhode Island General Law R-23-13-EIS outlines Early Intervention rules and regulations.*

*The Early Intervention Program does not discriminate on the basis of age, sex, race, religion, national origin, or disabilities.*



MAKE HE<sup>♥</sup>ALTH PART OF YOUR FAMILY  
RHODE ISLAND DEPARTMENT OF HEALTH

## Procedural Safeguards



early intervention

supporting families and child development



You know your child best. For this reason, it is important to know and understand your rights in the Early Intervention (EI) Program. These rights are called “procedural safeguards.” Procedural safeguards protect your family as you go through the Program. The more you know about EI, the better your experience will be.

## Here’s a list of your rights

### Your Child’s Record

*You have the right to:*

- ◆ Review and get a copy of your child’s Early Intervention record.
- ◆ Ask questions about the information in the record. If you believe the information is incorrect, misleading, or in violation of your child’s or family’s rights, Program staff must note your concern in the record.
- ◆ Be informed of records about your family that are used or kept by the Program, including where the records are located.
- ◆ Know Early Intervention’s policies and procedures for collecting, storing, sharing, and destroying records.

### Confidentiality of Records

You must give permission, in writing, before your child’s record is given to others. Early Intervention staff are required by law to keep all information in your child’s record confidential.

*You have the right to:*

- ◆ Decide who reads your child’s record.
- ◆ Know who looks at your child’s record.
- ◆ Be notified before information in your child’s record is shared with others or destroyed.

### Notification

*You have the right to:*

- ◆ Be notified before your child is evaluated.
- ◆ Be notified before any changes are made to the services your child and family receives.
- ◆ Receive notification in your native language or in a way you can understand.
- ◆ Ask to have any notice explained to you.

### Consent

Early Intervention evaluations and services cannot begin without your written consent.

*You have the right to:*

- ◆ Accept and refuse any Early Intervention service without losing other EI services.
- ◆ Change your mind and withdraw consent for any service at any time.

### Evaluation Process

*You have the right to have:*

- ◆ Your child evaluated in all areas of growth and development.
- ◆ More than one test to assess your child’s growth and development.
- ◆ Two people of different professional backgrounds evaluate your child.
- ◆ Detailed information about the Program’s evaluation process and services.
- ◆ Your concerns about your child’s evaluation included in your Individualized Family Service Plan (IFSP).
- ◆ Your child re-evaluated every year.

### Natural Environments

A natural environment is any place where your child and your family spend time. It may include places where there are children who are not in the Early Intervention Program.

*You have the right to:*

- ◆ Receive Early Intervention services in a natural environment, including your home or other community settings, when possible.

### Mediation and Impartial Hearing

If you have a disagreement with the Program, mediation and impartial hearings are used to find a solution that both you and the Program agree is fair.

*You have the right to:*

- ◆ Use mediation or request an impartial hearing to solve a disagreement or a problem you have with the Program.

For more information about mediation or impartial hearings, see our brochure, “Resolving Disagreements.”

